

<b>LAS VEGAS POLICE DEPARTMENT</b>	<b>ADMINISTRATION</b>
<b>SUBJECT:</b> <i>Structure and System</i>	<b>NUMBER:</b> ADM.13
<b>EFFECTIVE DATE:</b> <i>9 September 2010</i>	<b>REVIEW DATE:</b>
<b>AMENDS/SUPERSEDES:</b>	<b>APPROVED:</b>
<b>NMMLEPSC STANDARDS:</b> <i>ADM.07.01</i>	<b>NMSA:</b>

**I. PURPOSE:**

The purpose of the policy is to ensure the efficient and effective management of the structure and system function by providing guidance to designate the authority of the Chief of Police, Deputy Chief and Captains.

**II. POLICY:**

It is the policy of the Las Vegas Police Department to manage the function of the structure and system in an effective and efficient manner by coordinating the efforts of uniform and all other organizational components as provided in this policy.

**III. APPLICABILITY:**

This policy is applicable to all commissioned employees of the Las Vegas Police Department.

**IV. REFERENCES:**

A. None

**V. DEFINITIONS:**

A. None

**VI. PROCEDURE:**

**A. Chief of Police**

1. The Chief of Police is appointed by the Mayor with the approval of the City Council and is reports to the City Manager.
2. Has final authority and responsibility for the management, direction and control of the operations and administration of the Department.

3. Develops and proposes such programs and policies to the City Manager as necessary to maintain a modern efficient and effective Police Department.
4. Is responsible for the day-to-day, internal operations of the department. Develops, presents, and justifies budget estimates for Department operations;
5. Submits an annual report to the City Manager outlining the operations and achievements of the Police Department; Assists in overall budget control.
6. Develops and provides adequate training to the employees of the Department in order to maintain professional standards and conduct.

**B. Deputy Chief of Police**

1. The Chief of Police shall appoint a Deputy Chief of Police who answers directly to the Chief of Police.
2. Acts on behalf of the Chief of Police in his/her absence.
3. Will be assigned tasks/ and or assignments as determined by the Chief of Police.

**C. Captains**

1. The Chief of Police shall appoint a Captain over the Field Operations Division and the Investigations Divisions who answers directly to the Deputy Chief of Police and the Chief of Police.
2. Commands at the division level
3. Assists in overall budgetary control;
4. Is responsible for the day to day, internal operations of the Department;
5. Acts on behalf of the Chief of Police or Deputy Chief in their absence.
6. Will be assigned duties as needed.

**VII. ATTACHMENTS:**

None